



**STANDARD OPERATING PROCEDURE**

<b>Department:</b> Microbiology	<b>SOP No.:</b>
<b>Title:</b> Disposal of Microbiological Media and Cleaning of Microbiological Glasswares	<b>Effective Date:</b>
<b>Supersedes:</b> Nil	<b>Review Date:</b>
<b>Issue Date:</b>	<b>Page No.:</b>

**1.0 OBJECTIVE:**

To lay down a procedure for disposal of microbiological culture media and cleaning of microbiological Glasswares.

**2.0 RESPONSIBILITY:**

Laboratory assistant- Microbiology shall be responsible for cleaning and washing of microbiological glassware.

**3.0 ACCOUNTABILITY:**

Executive -Microbiology

**4.0 PROCEDURE:**

4.1 PRECAUTION

- 4.1.1 Wear nose mask and hand gloves during glassware cleaning
- 4.1.2 Do not use microbiological glasswares for chemical testing

4.2 PETRI-PLATES

- 4.2.1 Take out solid culture media from the plate with spatula
- 4.2.2 Wash the plates with tap water to remove the residues of media
- 4.2.3 Dip the over and base of plate in 2.5% v/v disinfectant solution (use Dettol and Savlon on weekly on Rotation basis) at least 4 hours
- 4.2.4 Take out the plates and dip in 2% v/v soap solution (Teepol) at least for 1 hour.
- 4.2.5 Take out the plates from soap solution and wash thoroughly with tap water to remove the traces of disinfectant and detergent.
- 4.2.6 Rinse the plates with water for injection (WFI) and keep inverted for drying before autoclaving .
- 4.2.7 Collect all the solid culture media in S.S. container dedicated for culture disposal and autoclave it at 121°C for 30 minutes.
- 4.2.8 Now finally discard the culture agar in incenerator which is present at the back Side of plant and rinse the container thoroughly with distill water followed by 2.5% dettol.

4.3 TEST TUBE

4.3.1 BROTH TEST TUBES

- 4.3.1.1 Add 5-10 ml of 2.5% v/v disinfectant solution ( use dettol and savlon on Weekly on rotation basis) in each tube and leave at least for 4 hours.
- 4.3.1.2 Collect the media after autoclave at 121° C for 30 minutes in S.S. Container and finally discard it. Dip the tubes in 2% v/v soap solution (Teepol ) at least for 1 hour.
- 4.3.1.3 Take out the tubes from soap solution and wash throughly with tape water to remove the traces of disinfectant and detergent.
- 4.3.1.4 Rinse the tubes with WFI and keep inverted for drying



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**4.3.2 SLANT TEST TUBES**

4.3.2.1 Add 5-10 ml of 2.5% v/v disinfectant solution (use Dettol and Savlon on weekly on rotation basis ) in each tube and heat the tubes in water bath to dissolve the media .

4.3.2.2 Autoclave the media at 121° C for 30 minutes and collect the media S.S.container and finally discard it. Dip the tubes in 2% v/v soap solution (Teepol) at least for 1 hour

4.3.2.3 Take out the tubes from soap solution and wash throughly with tape water to remove the traces of disinfectant and detergent.

4.3.2.4 Rinse the tubes with WFI and keep inverted for drying

**4.3.3 BACTERIAL ENDOTOXIN TEST TUBES**

4.3.3.1 Rinse the used tubes with WFI

4.3.3.2 Dip the tubes in 10% v/v NaOH solution for 2 hours.

4.3.3.3 Rinse the tubes throughly to remove the traces of NaOH.

4.3.3.4 Check the removal of NaOH with Phenolphthalein indicator.

**4.3.4 CONICAL FLASK ,SAMPLING BOTTLES & OTHER GLASS WARES**

4.3.4.1 Add 2% v/v soap solution and clean properly to remove the traces of media .

4.3.4.2 Rinse the glassware properly with tape water. Finally rinse with WFI.

**5.0 REASO FOR REVISION**

Harmonisation of format

**6.0 TRAINING**

Trainer : Executive – Microbiology  
Trainees : Microbiologists  
Period : 2 Hrs.

**7.0 DISTRIBUTION**

Certified Copy No.1 : Microbiology Department  
Reference Copy No.1 : Record File Copy



**PHARMA DEVILS**  
MICROBIOLOGY DEPARTMENT

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Original Copy : Head –Quality Assurance

**8.0 ANNEXURE**

NIL

**9.0 REFERENCES**

NIL